Board of Education Regular Meeting

Monday, January 10, 2022 6:00 PM

Room 810, Elm Creek High School
230 Calkins Avenue
Elm Creek, NE 68836-0490

1. Call to Order
2. Flag Salute
3. Open Meeting Act
   3.1. The "Open Meetings Act" has been duly posted at the front of the room. It has also been advertised in the Beacon-Observer Newspaper ahead of time.
4. Roll Call
   4.1. - Excuse Absent Board Members
5. Approval of Agenda
6. Citizens Comments
7. Consent Agenda
   7.1. Elm Creek Public Schools Mission Statement:
   At Elm Creek Public Schools we will:
   Be Kind
   Be Respectful
   Be Responsible
   BeTrustworthy
   Be Accountable
   Be Honest
   and Give Great Effort.
   7.2. Minutes
   7.3. Claims
   7.4. Staff Adjustments

   New Hires:
   -Diane Freeland - general Para (Full Time)
   -Angie Graddy - preschool para (.8 FTE)

   Resignations:
   -Cory Spotanski - High School Principal/Athletic Director

   7.5. Treasurer's Report
   7.6. Current and Former Board Members participating in the district heath insurance at their own expense.

   Morgan Meier
   Dixie Taylor

JC Ourada
Denise Ourada

8. Organization of the Board of Education
   8.1. Election of President of the Board
   8.2. Election of Vice-President of the Board
   8.3. Election of Secretary of the Board
   8.4. Appointment of Treasurer of the Board
9. Committee Structure
   9.1.
      1. Building, Grounds, and Transportation
      2. Negotiations and Policy
      3. Finance and Staffing
      4. Curriculum and Technology
      5. Americanism
10. Information Items
   10.1. Policy 2002 - Organization of the Board
   10.2. Policy 2005 - Conflict of Interest
   10.3. Lease of local building for our welding and construction classes until construction on the new shop is complete.

      16 month lease beginning February 1, 2022 and ending May 31, 2023. The cost of the lease is $850 per month.
   10.4. Chair Lift for Access to Second Floor Weight Room Area

      A lift is required for students and patrons with physical limitations to access the weight room. Wilkins Architecture has provided two possible options.

      1. Exterior Vestibule - Cost is $149,800
      2. Gym Modification - Cost is $115,530

   10.5. Air Conditioning in Gym and Weight Room Area

      Discuss installing air conditioning in the main competition gym and weight room at a cost of $288,000.
11. Action Items
   11.1. Lease of local building for our welding and construction classes until construction on the new shop is complete.

      16 month lease beginning February 1, 2022 and ending May 31, 2023. The cost of the lease is $850 per month.
   11.2. Chair Lift for Access to Second Floor Weight Room Area

      A lift is required for students and patrons with physical limitations to access the weight room. Wilkins Architecture has provided two possible options.

1. Exterior Vestibule - Cost is $149,800
2. Gym Modification - Cost is $115,530

11.3. Air Conditioning in Gym and Weight Room Area

Installing air conditioning in the main competition gym and weight room at a cost of $288,000.

11.4. Give the Building, Grounds, and Transportation Committee budget authority up to but not exceeding _____ to address change orders to the Elementary Construction Plan.

12. Next Regular Board Meeting
13. Adjournment

Board of Education Special Meeting

Friday, December 17, 2021 7:45 AM

1. Call to Order
JC Ourada call to order @ 7:48 PM

2. Flag Salute

3. Open Meeting Act

3.1. The "Open Meetings Act" has been duly posted at the front of the room.

4. Roll Call
Motion to Excuse Dana Steiner. This motion, made by JC Ourada and seconded by Jeff Meads, Passed.
Alicia Beavers: Yea, Morgan Fouts: Yea, Jeff Meads: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

4.1. - Excuse Absent Board Members
Dana Steiner- Excused

5. Approval of Agenda
approve the agenda as presented. This motion, made by JC Ourada and seconded by Alicia Beavers, Passed.
Alicia Beavers: Yea, Morgan Fouts: Yea, Jeff Meads: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

6. Consent Agenda

6.1. Elm Creek Public Schools Mission Statement:

At Elm Creek Public Schools we will:
Be Kind
Be Respectful
Be Responsible
BeTrustworthy
Be Accountable
Be Honest
and Give Great Effort.

6.2. Claims

6.3. Surplus Equipment

Surplus the following playground equipment to be sold at auction or disposed of.
-Wooden Play Set

-Teeter Totter
-Large metal play structure
-Carousel
-Jungle Gym
-Swing Set
-Tires

7. Discussion Items:
Discussion on a glass wall on the upper deck in the new weight room.
We need ADA access to the weight room. Discussion on how to get an elevator to the second floor. The current shaft is too small to accommodate the current elevator shaft, which is currently 48 W by 52 D. The board went to review the gym and look at the set up.

The engineers will come up with three proposals for the best way to get an elevator to the upper deck.

7.1. A glass wall to separate the gym and the weight room.

7.2. Discussion on change orders and the Building Committees' ability to approve changes.
Change orders. There will be a lot of change orders throughout the process of the build. We have a contingency fund for this but who approves the changes?
Can the Building Committee approve changes?
Or do they need a special board meeting to approve changes?
Discussion on the process. The board will think about the limits. There is not an action item on this today.

8. Adjournment
Motion to adjourn the meeting at 8:41 AM. This motion, made by JC Ourada and seconded by Morgan Fouts, Passed.
Alicia Beavers: Yea, Morgan Fouts: Yea, Jeff Meads: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

Board of Education Regular Meeting

Monday, December 13, 2021 6:00 PM

1. Call to Order
JC Ourada called to order at 6:00 PM

2. Flag Salute

3. Open Meeting Act

3.1. The "Open Meetings Act" has been duly posted at the front of the room. It has also been advertised in the Beacon-Observer Newspaper ahead of time.

4. Roll Call
Motion to Excuse Dana Steiner from the meeting. This motion, made by JC Ourada and seconded by Alicia Beavers, Passed.
Alicia Beavers: Yea, Morgan Fouts: Yea, Jeff Meads: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

4.1. - Excuse Absent Board Members
Excuse Dana Steiner

5. Approval of Agenda
Motion to approve the agenda as presented. This motion, made by Alicia Beavers and seconded by Morgan Fouts, Passed.
Alicia Beavers: Yea, Morgan Fouts: Yea, Jeff Meads: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

6. Citizens Comments
None

7. Consent Agenda
Allowing more time for PBIS implementation and working on Curriculum mapping during this time would free up more time.

Elementary is working on Math. The JH/HS teachers would work on their content area.

The board discussed PD time with teachers in attendance.

This proposal allows teachers time to get things prepared.

Administrators are using MAPS data to prioritize what needs attention.
Motion to Approve the Consent Agenda. This motion, made by JC Ourada and seconded by Alicia Beavers, Passed.
Alicia Beavers: Yea, Morgan Fouts: Yea, Jeff Meads: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

7.1. Elm Creek Public Schools Mission Statement:

At Elm Creek Public Schools we will:
Be Kind
Be Respectful
Be Responsible
BeTrustworthy
Be Accountable
Be Honest
and Give Great Effort.

Building Sold for $24,250.00

Remote Classroom for is in prep but may need a couple of weeks to get things ready to move and for the building to be moved away.

Bonds Sold @ 1.91%. $9,950,000.00.

7.2. Minutes

7.3. Claims

7.4. Treasurer's Report

8. Information Items

8.1. Discussion on Adjusting the Current School Calendar:

1. Make February 28th - March 2nd professional development days. Students will no longer be in session during these days.

2. Move a day when school is closed from March 11th to March 3rd.
Discussion about changing the 2021-2022 Calendar.

1. Make February 28th - March 2nd professional development days. Students will no longer be in session during these days.

2. Move a day when school is closed from March 11th to March 3rd.

8.2. Building Update

-Metal Building
-Remote classroom for shop class
-Bonds

8.3. District Audit
Took longer than expected.

Activities Fund was mentioned however, that was addressed prior to this school year so we should see no issues.

9. Action Items

9.1. Acknowledge Superintendents Evaluation
Approve the Superintendent Evaluation for the 2021-2022 school year. This motion, made by JC Ourada and seconded by Alicia Beavers, Passed.
Alicia Beavers: Yea, Morgan Fouts: Yea, Jeff Meads: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

9.2. Discussion on Adjusting the Current School Calendar:

1. Make February 28th - March 2nd professional development days. Students will no longer be in session during these days.

2. Move a day when school is closed from March 11th to March 3rd.
Make a motion to approve the change in calendar for February 28th - March 2nd as Professional Development days. Move the Day off from March 11 to March 3. This motion, made by Morgan Fouts and seconded by Alicia Beavers, Passed.
Alicia Beavers: Yea, Morgan Fouts: Yea, Jeff Meads: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

9.3. Consideration of Renewing Dr. Schroder's Contract
Motion to renew Dr. Schroder's Contract as Superintendent for three years. This motion, made by JC Ourada and seconded by Jeff Meads, Passed.
Alicia Beavers: Yea, Morgan Fouts: Yea, Jeff Meads: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

10. Reports

10.1. Superintendent's Report

10.2. Principals' Report

10.3. Board Committees

November 16th @ 3:00 - Building, Grounds, and Transportation

November 24th @ 6:30 - Finance

December 7th @ 5:00 - 9:00 Finance Workshop in Broken Bow

December 8th @ 5:00 - Curriculum and Technology

11. Next Regular Board Meeting

Next Board meeting January 10, 2022 @ 6:00 PM

12. Adjournment
Meeting Adjourned at 6:28 PM
motion to adjourn the meeting 6:28 PM. This motion, made by JC Ourada and seconded by Morgan Fouts, Passed.
Alicia Beavers: Yea, Morgan Fouts: Yea, Jeff Meads: Yea, Lynette Mitchell: Yea, JC Ourada: Yea

Checking Account ID: GENERAL **Check Type: Check**

Check Number	Check Date	Cleared	Void	Void Date	Entity ID	Entity Name	Amount
18386	01/10/2022				ECACTIVITY	ACTIVITY FUND	23,044.56
18387	01/10/2022				ALPHAREH	ALPHA REHABILITATION P.C.	2,557.88
18388	01/10/2022				BLACKHILLS	BLACK HILLS ENERGY	2,632.30
18389	01/10/2022				BLICKART	BLICK ART MATERIALS	39.62
18390	01/10/2022				WALMAR1554	CAPITAL ONE	73.88
18391	01/10/2022				CENTRALE	CENTRAL ENDOCRINOLOGY & WELLNESS	75.00
18392	01/10/2022				CENTURY	CENTURYLINK	382.44
18393	01/10/2022				CIRCLESP	CIRCLE S PLUMBING	588.75
18394	01/10/2022				USBANK90	CORPORATE PAYMENT SYSTEMS	2,054.73
18395	01/10/2022				EAKESOFF	EAKES OFFICE PRODUCTS	1,574.53
18396	01/10/2022				EASYST	EASY STREET STORAGE, LLC	506.28
18397	01/10/2022				ECOLAB	ECOLAB PEST ELIMINATION	71.01
18398	01/10/2022				ESU10	EDUCATIONAL SERVICE UNIT 10	4,251.55
18399	01/10/2022				FOSTERC	CURT FOSTER	100.00
18400	01/10/2022				FOSTFA205	FOSTER'S FAMILY FOODS	32.21
18401	01/10/2022				HOMETOWN	HOMETOWN LEASING	1,420.00
18402	01/10/2022				ISLANDSU	ISLAND SUPPLY WELDING	69.44
18403	01/10/2022				JOSTEN334	JOSTENS	155.44
18404	01/10/2022				KSBSCHOOL	KSB SCHOOL LAW	256.00
18405	01/10/2022				MJ	M & J SIGNS	1,444.14
18406	01/10/2022				LINWELD	MATHESON TRI GAS	195.04
18407	01/10/2022				MCGRAW	MCGRAW-HILL COMPANIES	22.95
18408	01/10/2022				MENARD430	MENARDS - KEARNEY	342.09
18409	01/10/2022				NASB	NEBRASKA ASSN OF SCHOOL BOARDS	2,175.00
18410	01/10/2022				NECOUNADM	NEBRASKA COUNCIL OF SCHOOL ADM	180.00
18411	01/10/2022				NPPD	NEBRASKA PUBLIC POWER DISTRICT	4,394.96
18412	01/10/2022				NESTATEBOI	NEBRASKA STATE FIRE MARSHALL AGENCY	144.00
18413	01/10/2022				ONESOURCE	ONESOURCE	82.00
18414	01/10/2022				PIONEERTE	PIONEER TELEPHONE	119.11
18415	01/10/2022				SAHLING	SAHLING KENWORTH-KEARNEY	1,618.53
18416	01/10/2022				SOFTWAREUN	SOFTWARE UNLIMITED, INC.	791.00
18417	01/10/2022				SPARQDATA	SPARQDATA SOLUTIONS	4,160.00
18418	01/10/2022				STATENE	STATE OF NEBRASKA	327.70
18419	01/10/2022				TRUCKC	TRUCK CENTER COMPANIES	6,319.74
18420	01/10/2022				VEXROBITIC	VEX ROBOTICS, INC	7,346.00
18421	01/10/2022				VILLAGEE	VILLAGE OF ELM CREEK	857.70
18422	01/10/2022				VILLAGEU	VILLAGE UNIFORM	118.04
18423	01/10/2022				WEXBANK	WEX BANK	2,321.65
18424	01/10/2022				WOODWARDS	WOODWARDS DISPOSAL SERVICE	25.00

Check Type Total:	Check	Void Total:	0.00	Total without Voids:	72,870.27
Checking Account Total:	GENERAL	Void Total:	0.00	Total without Voids:	72,870.27
	Grand Total:	Void Total:	0.00	Total without Voids:	72,870.27

January 7, 2022

Dr. Bret Schroder
Superintendent - Elm Creek Public Schools
230 East Calkins Ave
Elm Creek, NE 68836

Dear Dr. Schroder:

Please accept this letter as my formal resignation from my position of MS/HS Principal and Activities Director at the conclusion of my 2021-2022 school year contract. I have accepted a position as North Platte High School Principal for the 2022-2023 school year.

I have enjoyed working alongside some amazing educators and administrators dedicated to impacting students and their learning in a positive way. My time here in Elm Creek has allowed me to grow and develop, and for that I am thankful.

Thanks to the current school board members and those who served on past boards for your support during my time here.

Sincerely,

Cory Spotanski

Cash Flow Report

School District #9

01/07/2022 9:00 am Regular; Processing Month 12/2021 User ID: LKJ

FUND NUMB	Column2	BEGINNING CASH	REVENUES	EXPENSES	ENDING CASH
	SAMS	10,193.40	-	-	10,193.40
01	GENERAL FUND	164,123.37	1,626,748.14	(1,567,826.95)	223,044.56
02	DEPRECIATION	519,581.88	93.21	(10,288.00)	509,387.09
03	EMPLOYEE BENEFIT	11,383.88	73.56	-	11,457.44
05	ACTIVITY FUND	43,143.04	155,267.68	(190,745.93)	7,664.79
06	NUTRITION FUND	14,445.29	84,844.46	(80,661.14)	18,628.61
07	BOND FUND	457,715.09	167,051.90	(580,630.00)	44,136.99
08	BUILDING FUND	145,154.62	29,223.47	(105,000.00)	69,378.09
		1,365,740.57	2,063,302.42	(2,535,152.02)	893,890.97

ELM CREEK SCHOOL BOARD TREASURER'S REPORTS

GENERAL FUNDS ONLY

FOR JANUARY 10, 2022

DECEMBER 2021 FINANCIALS

GENERAL FUND - ACCT NO. 137766

BANK BALANCE DECEMBER 1, 2021 *($16 correction made to beginning balance-re:voided ck)*		$	435,239.83
RECEIPTS	BUFFALO COUNTY - TAXES	$	25,727.38
	Dawson County	$	8.29
	ESU #10	$	100.00
	OVERTON SCHOOLS	$	4,364.47
	PERMA BOUND - REIMBURSE OVERPAY	$	13.47
	PHELPS COUNTY	$	1,322.14
	PRESCHOOL PAYMENTS	$	2,250.00
	SHOP AND SHED SALE	$	27,450.00
	STATE-MAC	$	1,681.66
	STATE AID	$	66,056.00
	STATE - SPED REIMBURSEMENT	$	39,477.00
	TOTAL RECEIPTS	$	168,450.41
AVAILABLE BALANCE		$	603,690.24
DISBURSEMENTS:			
	Bills Paid DECEMBER 13, 2021	$	50,391.70
	Jeff Meads - reimbursement	$	1,105.66
	Payroll	$	329,148.32
	TOTAL DISBURSEMENTS	$	380,645.68
BOOK BALANCE DECEMBER 31, 2021		$	223,044.56

DEPRECIATION FUND - ACCT NO 14832

	Balance DECEMBER 1, 2021	$	519,609.76
	CORNHUSKER (CHAIRS)	$	(10,288.00)
	INTEREST	$	65.33
BOOK BALANCE DECEMBER 31, 2021		$	509,387.09

UNEMPLOYMENT CD #2232

	Balance DECEMBER 1, 2021	$	11,396.80
	INTEREST	$	60.64
	BALANCE DECEMBER 31, 2021	$	11,457.44

ELM CREEK SCHOOL BOARD TREASURER'S REPORTS

FOR JANUARY 10, 2022

DECEMBER 2021 FINANCIALS

BUILDING FUND

Balance DECEMBER 1, 2021	$	174,047.04
BUFFALO COUNTY	$	293.98
DAWSON COUNTY	$	-
RECEIPTS - PHELPS COUNTY	$	19.80
INTEREST	$	17.27
WILKINS ARCHITECTURE	$	(105,000.00)
BALANCE DECEMBER 31, 2021	$	69,378.09

BOND FUND (OPENED 11-12-09)

Balance DECEMBER 1, 2021	$	622,967.90
BOND PRINCIPAL AND INTEREST PAYMENT	$	(580,630.00)
RECEIPTS- BUFFALO	$	1,685.56
RECEIPTS-DAWSON CO	$	-
RECEIPTS - PHELPS COUNTY	$	113.53
BALANCE DECEMBER 31, 2021	$	44,136.99

SAM/DUNS ACCOUNT (REAP-1173)

Balance DECEMBER 1, 2021	$	10,193.40
DISBURSEMENTS	$	-
BALANCE DECEMBER 31, 2021	$	10,193.40

ELM CREEK SCHOOL BOARD TREASURER'S REPORTS

FOR JANUARY 10, 2022

DECEMBER 2021 FINANCIALS

LUNCH FUND

BALANCE DECEMBER 1, 2021		$	18,925.21
RECEIPTS			
	LUNCH SALES	$	719.61
	EFUND PAYMENTS	$	-
	Federal Reimbursement Breakfast	$	-
	Federal Reimbursement Lunch	$	-
	State Reimbursement Lunch	$	-
	State Reimbursement Breakfast	$	-
	SFP RECEIPTS (ADMIN)	$	-
	SFP RECEIPTS (OPERATING)	$	-
	XFER-GENERAL FUND- STATE ERR IN DEP 20-21 FY	$	20,996.76
	TOTAL RECEIPTS	$	21,716.37
	AVAILABLE BALANCE	$	40,641.58
DISBURSEMENTS			
	Food/Groceries/Milk Etc.	$	12,178.53
	Supplies	$	909.05
	Miscellaneous (Reimbursements, Bank Fees)	$	400.00
	Payroll	$	8,525.39
	TOTAL DISBURSEMENTS	$	22,012.97
	BALANCE	$	18,628.61

JANUARY BILLS ESTIMATE (As of 1-4-22)		
CASHWA	$	9,545.90
FOSTERS	$	290.58
HILAND (MILK)	$	1,121.21
HUBERT (GRIDDLE)	$	324.01
JANUARY PAYROLL (ESTIMATE)	$	8,500.00
US FOODS	$	393.50
VILLAGE UNIFORM (TOWELS ETC)	$	48.20
	$	20,223.40

ELM CREEK SCHOOL BOARD TREASURER'S REPORTS

FOR JANUARY 10, 2022

DECEMBER 2021 FINANCIALS

ACTIVITY FUND (CURRENT CASH BALANCE SUMMARY)

	Balance DECEMBER 1, 2021	$	52,021.25
GROUP A & B	RECT'S-GATE, DIST ACT, ENTRY FEES, RETURN CHNGE	$	19,667.80
GROUP C, D & E	RECT'S-FUNDRAISING	$	7,500.60
GROUP F	RECT'S - SALES, APPAREL PURCHASES	$	2,170.50
GROUP G & H	RECT'S-FEES	$	5,269.38
GROUP A & B	EXPENSE-START CHNGE, OFFICIALS, ENT FEES	$	(14,158.20)
GROUP C, D & E	EXPENSE-FEES AND APPAREL	$	(1,635.58)
GROUP F	EXPENSE-BILLINGS(SALES)	$	(2,999.72)
GROUP G & H	EXPENSE-FEES	$	(60,171.24)
	BALANCE DECEMBER 31, 2021	$	7,664.79

GROUP KEY

A-ATHLETICS

B-ACTIVITIES

C-CLUBS AND ORGANIZATIONS

D-SPECIAL FUNDS

E-CLASS FUNDS

F-SCHOOL GROUPS

G-DISTRICT ACTIVITIES

H-MISCELLANEOUS

2002

Organization of the Board, Board Officers, Check Signing, and Committees

1. Membership, Term and Election

    a. The Board of Education shall be comprised of six members who will be elected at large.

    b. Those who wish to serve on the board shall file, be elected, and serve terms of office on the board according to law.

2. Internal Organization and Officers

    a. President

        i. At the regular January meeting, the board shall elect from among its members a president who shall serve in that capacity for one year.

        ii. The president shall preside at all board meetings, and shall perform such other duties as may be prescribed by law or by action of the board.

    b. Vice President

        i. At the regular January meeting, the board shall elect from among its members a vice president who shall serve in that capacity for one year.

        ii. The vice president shall preside in the absence of the president, and shall perform such other duties as are assigned by the board.

    c. Secretary

        i. At the regular January meeting, the board shall elect a secretary who need not be a member of the board. The secretary shall serve in that capacity for one year. If the secretary is a member of the board, an assistant secretary may be named and his or her duties and compensation set by the board.

        ii. The secretary shall see that an accurate record of the proceedings of the board is kept, that a copy of the

proceedings is provided to each board member and to the superintendent, and that a concise summary of each month's meeting is published along with a list of all approved claims. The secretary shall perform such other duties as are prescribed by law and assigned by the board.

d. Treasurer

i. At the regular January meeting, the board shall elect, employ, or appoint a treasurer who need not be a member of the board if permitted by law. The treasurer shall serve in that capacity for one year, unless the board designates a longer term for the treasurer.

ii. The treasurer may be designated to sign checks and certain other documents. The treasurer is the custodian of the monies of the district.

iii. The treasurer shall give bond or equivalent insurance coverage payable to the district as prescribed by law with the cost of the bond being paid by the district.

iv. The treasurer shall issue no warrant of payment of claim against the district until such claim has been duly authorized.

3. Signing and Authorizing Checks, Warrants, and other Instruments.

a. Unless otherwise delegated by the board, the president and secretary of the board shall sign checks, warrants, and other instruments of the district.

b. The board may delegate another person to sign and validate any checks, warrants, and other instruments. Facsimile signatures of board members may be used.

c. The board delegates that the vice president or treasurer may sign any warrant in the absence of either the president or the secretary.

4. Board Officer Voting and Tie Breakers

a. The vote to elect board officers may be taken by secret ballot, but the total number of votes for each candidate shall be recorded in the minutes.

b. In the event any officer cannot be elected by a majority after 10 votes; no votes occur after ten motions fail for lack of a "second,"; or no member volunteers to serve as an officer for a particular position, the tie will be broken by the applicable method:

    i. If the board is split between two members, the officer will be determined by coin flip. The winning member will be the officer for the upcoming year unless the position changes by action of the board.

    ii. If the board is split between more than two members who wish to serve as the officer, any member wanting to serve as the officer will put his or her name into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.

    iii. If no member is willing to serve as an officer for a position which is required to be a member of the board, all non-officers' names will be put into a drawing. The name drawn out will be the officer for the upcoming year unless the position changes by action of the board.

5. Committees

a. The board shall authorize such special committees as it deems necessary. The board president shall appoint members to the committee, and designate its function, tasks it is to perform, and a completion date for its work.

b. On or before the beginning of each calendar year, the board shall appoint three members to form a Committee on American Civics. The committee's duties shall be those prescribed by Nebraska statutes, which include:

    i. Hold no fewer than two public meetings annually, at least one when public testimony is accepted;

ii. Keep minutes of each meeting showing the time and place of the meeting, which members were present or absent, and the substance and details of all matters discussed;

iii. Examine and ensure that the social studies curriculum used in the district is aligned with the social studies standards adopted pursuant to section 79-760.01 and teaches foundational knowledge in civics, history, economics, financial literacy, and geography;

iv. Review and approve the social studies curriculum to ensure that it stresses the services of the men and women who played a crucial role in the achievement of national independence, establishment of our constitutional government, and preservation of the union and includes the incorporation of multicultural education as set forth in sections 79-719 to 79-723 in order to instill a pride and respect for the nation's institutions and not be merely a recital of events and dates;

v. Ensure that any curriculum recommended or approved by the committee on American civics is made readily accessible to the public and contains a reference to this section;

vi. Ensure that the district develops and utilizes formative, interim, and summative assessments to measure student mastery of the social studies standards adopted pursuant to section 79-760.01;

vii. Ensure that the social studies curriculum in the district incorporates one or more of the following for each student:

1. Administration of a written test that is identical to the entire civics portion of the naturalization test used by United States Citizenship and Immigration Services prior to the completion of eighth grade and again prior to the completion of twelfth grade with the individual score from each test for each student made available to a parent or guardian of such student; or

2. Attendance or participation between the commencement of eighth grade and completion of

twelfth grade in a meeting of a public body as defined by section 84-1409 followed by the completion of a project or paper in which each student demonstrates or discusses the personal learning experience of such student related to such attendance or participation; or

3. Completion of a project or paper and a class presentation between the commencement of eighth grade and the completion of twelfth grade on a person or persons or an event commemorated by a holiday listed in section 79-724(6) or on a topic related to such person or persons or event;

viii. Take all such other steps as will assure the carrying out of the provisions of this section and provide a report to the school board regarding the committee's findings and recommendations.

6. Vacancies

a. A vacancy on the board of education shall exist when any one of the following occurs:

i. A member submits his or her formal resignation from the board.

ii. A member removes himself or herself from the district or is absent from the district for a continuous period of sixty days.

iii. A member misses more than two consecutive regular board meetings unless excused by a majority of the remaining members.

iv. Such other reasons as are set forth in Nebraska statutes.

b. The board shall make note the vacancy in its minutes and shall give notice of the date the vacancy occurred, the office vacated, and the length of the unexpired term to (1) the election commissioner or county clerk, and (2) the public by published notice in a newspaper of general circulation in the district.

c. Vacancies shall be filled in the manner set forth in Nebraska statutes.

Adopted on: December 14, 2020 December 14, 2020
Revised on: _____
Reviewed on: _____

2005
Conflict of Interest

Any member of the board of education who meets the conditions set forth in this policy shall be deemed to have a business or financial conflict of interest.

1. Definitions. For purposes of this policy:

   a. Business with which a board member is associated shall include the following:

      (1) A business in which the board member or a member of his or her immediate family is a partner, a limited liability company, or serves as a director or an officer.

      (2) A business in which the board member or a member of his or her immediate family is a stockholder in a closed corporation with stock worth one thousand dollars or more, or the board member or his or her immediate family owns more than a five percent equity interest or is a stockholder of publicly traded stock worth more than ten thousand dollars or more at fair market value, or which represents more than ten percent equity interest. This shall not apply to publicly traded stock under a trading account if the board member reports the name and address of the company and stockbroker.

   b. A business association shall be defined to include an individual as a partner, limited liability company member, director or officer, or a business in which the individual or member of the immediate family is a stockholder.

   c. Immediate family member or member of the immediate family shall mean a child residing in an individual's household, a spouse of an individual, or an individual claimed by that individual or that individual's spouse as a dependent for federal income tax purposes.

2. Contracts with the School District.

   a. No board member or member of his or her immediate family shall enter into a contract valued at two thousand dollars or more, in any one year, with this school district unless the contract is awarded through an open and public process that (1) includes prior public notice and (2) allows the public to inspect during the school district's

regular office hours the proposals considered and the contract awarded. Board members who enter into employment contracts with the school district must also comply with the board's policy on the employment of board members.

b. The existence of any conflict of interest in any contract in which the board member has an interest and in which the school district is a party, or the failure to make public the board member's interest known, may render a contract null and void.

c. The prohibition of a conflict of interest or requirement for the board member to make public notice shall apply when the board member, or his or her immediate family has a business association with the business involved in the contract or will receive a direct pecuniary fee or commission as a result of the contract.

d. The prohibition in this section does not apply if the contract is an agenda item approved at a board meeting and the board member:

(1) Makes a declaration on the record to the school board regarding the nature and extent of his or her interest prior to official consideration of the contract;

(2) Does not vote on the matters of granting the contract, making payments pursuant to the contract, or accepting performance of work under the contract, or similar matters relating to the contract, except that if the number of members of the school board declaring an interest in the contract would prevent the board with all members present from securing a quorum on the issue, then all members may vote on the matters; and

(3) Does not act for the school board as to inspection or performance under the contract in which he or she has an interest.

3. Contracts with Board Member's Immediate Family.

a. If a person in a board member's immediate family is an employee of this school district, the board member may vote on all issues of a contract which are generally applicable to:

(1) All district employees.

(2) All employees within a specific classification but which does not single out the member of his or her immediate family.

4. Employing Members of the Immediate Family.

a. A board member may recommend for employment or supervise the employment of an immediate family member if:

(1) The board member does not abuse his or her position.

(2) Abuse of official position shall include, but not be limited to, employing an immediate family member:

(i) who is not qualified for and able to perform the duties of the position;

(ii) for any unreasonably high salary;

(iii) who is not required to perform the duties of the position.

(3) The board makes a reasonable solicitation and consideration of applications for employment.

(4) The board member makes a full disclosure on the record to the governing body of the school district and to the secretary of the board. If the secretary of the board of education would be the individual filing the disclosure statement, the statement shall be filed with the president of the board of education.

(5) The board approves the employment or supervisory position.

b. The board has not terminated the employment of another employee so as to make funds or a position available for the purpose of hiring an immediate family member.

5. Gifts, Loans, Contributions, Rewards, or Promises of Future Employment

a. No board member shall offer or give to the following persons anything of value, including a gift, loan, contribution, reward, or promise of future employment, based upon an agreement that a vote, official action, or judgment would be influenced thereby:

(1) a public official, public employee, or candidate.

(2) a member of the immediate family of an individual listed in Subparagraph 'a' above.

(3) a business with which an individual listed in Subparagraph (1) or (2) above is associated.

b. No board member shall solicit or accept anything of value, including a gift, loan, contribution, reward, or promise of future employment based on an agreement that the vote, official action, or judgment of the board member would thereby be influenced.

c. A board member shall not use or authorize the use of his or her public office or any confidential information received through the holding of a public office to obtain financial gain, other than compensation provided by law, for himself or herself, a member of his or her immediate family, or a business with which he or she is associated.

d. A board member shall not use personnel, resources, property, or funds under his or her official care and control other than in accordance with prescribed constitutional, statutory, and regulatory procedures or use such items, other than compensation provided by law, for personal financial gain.

6. Conflict of Interest Relating to Campaigning or Political Issues

a. Except as provided below, the board shall not authorize the use of personnel, property, resources, or funds under its jurisdiction for the purpose of campaigning for or against the nomination or election of a candidate or the qualification, passage, or defeat of a ballot question.

b. This does not prohibit the board from making school district facilities available to a person for campaign purposes if the identity of the candidate or the support for or opposition to the ballot question is not a factor in making the facilities available or a factor in determining the cost or conditions for use.

c. This does not prohibit the board from discussing and voting upon a resolution supporting or opposing a ballot question.

d. This does not prohibit the board, while legally seated as a body, from responding to specific inquiries by the press or the public as to the

board's opinion regarding a ballot question or from providing information in response to a request for information.

(1) The board may designate one or more members of its body, or one or more of its school administrators, to speak on behalf of the board on specific occasions such as public meetings or legislative hearings.

(2) Any member of the board may present his or her personal opinion regarding a ballot question or respond to a request for information related to a ballot question; but in so doing, the person should clearly state that the information being presented is his or her personal opinion and is not to be considered as the official position or opinion of the board. However, this shall not be done during a time that the individual is engaged in his or her official duties.

7. Conflict of Interest Statement

a. Any board member who would be required to take any action or make any decision in the discharge of his or her official duties that may cause financial benefit or detriment to him or her, a member of his or her immediate family, or a business with which he or she is associated, which is distinguishable from the effects of such action on the public generally or a broad segment of the public, shall take the following actions as soon as he or she is aware of such potential conflict or should reasonably be aware of such potential conflict, whichever is sooner:

(1) Prepare a written statement describing the matter requiring action or decision and the nature of the potential conflict;

(2) Deliver a copy of the statement to the school board secretary who shall enter the statement onto the school district’s public records; and

(3) Abstain from participating or voting on the matter in which he or she has a conflict of interest.

b. If the board member would like a formal opinion from the NADC as to whether there is an actual conflict of interest, he/she shall deliver a copy of the statement to the NADC.

8. Recordkeeping

   a. The board secretary shall maintain a separate record of the following information for every contract entered into by the school board in which a board member has an interest and for which disclosure was made pursuant to section 2d of this policy:

      (1) The names of the contracting parties.

      (2) The nature of the interest of the board member in question.

      (3) The date that the contract was approved.

      (4) The amount of the contract.

      (5) The basic terms of the contract.

   b. The information supplied relative to the contract shall be provided no later than ten (10) days after the contract has been signed by both parties. The ledger kept by the board secretary shall be available for public inspection during normal working hours of the office in which it is kept.

9. Conflict. To the extent that there is a conflict between this policy and the Nebraska Political Accountability and Disclosure Act ("Act"), the Act shall control.

Adopted on: December 14, 2020
Revised on: _____
Reviewed on: _____

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